

**MINUTES OF THE CLARE COUNTY  
BOARD OF COMMISSIONERS**

Harrison, Michigan 48625  
June 15, 2016

7/8/16  
Unapproved Minutes  
Page One

Meeting was called to Order at 9:00 a.m.

**PLEDGE OF ALLEGIANCE**

**Present:** Commissioners: District 1: Dale Majewski, District 2: Samantha Pitchford, District 3: Leonard Strouse, District 4: Jack Kleinhardt, District 5: Donald David, District 6: Karen Lipovsky, District 7: Jim Gelios

**Absent: None**

**Others Present, Signing In:** Gary Taylor, Wexford County Commissioner; Susan Marcum, Wexford County Veteran Service Commission; Patrick Jordan, Wexford County Administrator; Anthony Garcia Rubio, Wexford County Veteran Service; Teagen Lefere, MSU Extension and Toni Prabucki Clare County Department of Health & Human Services

**APPROVAL OF AGENDA**

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Dale Majewski, to approve the agenda with changes as noted below. Motion carried.

Add: Under Public Hearing / Special Presentation – Tony Prabucki –Department Health and Human Services

Add: Under Finance and Administration – Resolution #16-14

Add: Under Finance and Administration – Sheriff Department Budget Adjustment

**APPROVAL OF MINUTES**

It was moved by Commissioner Jim Gelios, seconded by Commissioner Leonard Strouse, to approve the Minutes of the May 18, 2016 meeting with a correction as noted by Samantha Pitchford. Motion carried.

Change: Commissioner Lynn Grim to read Commissioner Samantha Pitchford, page 1, present

**PUBLIC COMMENT**

A representative from MSU Extension Services, Teagen Lefere, introduced herself indicating that she was present to provide an update and talk about the Step Forward, Hardest Hit Program. She noted that over \$165M in funding has been allocated toward home retention and as of December, 110 homes in Clare County received assistance with over \$616,000.00 in funding. Seventy-seven thousand dollars of that money was applied toward property taxes. She also reported that of the money received for Clare County, 25% was used for home retention while the majority of the funding was allocated for blight elimination.

**PUBLIC HEARING / SPECIAL PRESENTATION**

Antoinette (Toni) Prabucki, Department of Health and Human Services appeared before the Board to introduce herself as the new director for Clare County. She requested that the Board approve a budget adjustment transferring money within the Child Care Budget line items to reflect needs. She indicated that she was not requesting additional money only requesting a transfer of fund from one account to another. When questioned she stated that it was likely an estimating error that needed to be corrected. As with any budget, it is just an estimation of revenues and expenses and that changes were necessary. Board members questioned the need for their involvement in this process and Ms. Prabucki noted it is a joint approval requirement with Michigan Department of Health and Human Services (MDHHS), County Commissioners and the Courts. With Judge Farrell present, he concurred with the request and stated that he understood and would approve the request.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Donald David to approve the requested changes, to decrease the Family Foster Care line item and increase the Institutional Care line item by \$80,000 each within the County Child Care Fund with Board Chair to sign. Motion carried.

Judge Farrell appeared to request approval for hiring a temporary employee while another employee is off on FMLA.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Jim Gelios, to approve the request to hire a temporary employee while an employee is on family medical leave. Motion carried.

Don Kolander, Director of Parks and Recreation appeared before the Board to discuss opportunities and partnerships that Parks and Recreation are involved with in the community. He also brought his most recent endeavor, the Triathlon and discussed the successes and shortfalls and reminded everyone of the September banquet.

**COMMUNICATIONS LIST**

- Huron County – Resolution #16-69c Supporting a Legislative Fix for Tax Assessment Shortfalls
- DEQ – MDEQ Air Quality Pending Permit to Install Applications

**JUSTICE**

It was moved by Commissioner Dale Majewski, seconded by Commissioner Leonard Strouse, to approve Resolution #16-13, Special Tribute to Nola Hopkins.

Roll call vote revealed:

Yeas: (7) being Commissioners Majewski, Strouse, Lipovsky, Kleinhardt, Gelios, Pitchford and David

Nays: (0)

Absent: (0)

Resolution adopted.

**HEALTH AND HUMAN SERVICES-NONE**

Renee Haley appeared to discuss a potential two-year plan and a possibility of a restructure of the Veteran's office. She outlined details of her proposal indicating that this plan would be a win-win for everyone. She introduced officials present from Wexford County and expressed her thanks for the opportunity to work with them on the venture. In her proposal, Ms. Haley indicated that Regionalization is being pushed throughout the state. She indicated that her position would change to an executive director, a non-union position and her work would be in Clare County three days per week and in Wexford County for two days working with their new director and helping get programs up and running. She stressed the importance of working together cooperatively for the benefit of all, lowering costs and providing greater efficiencies. For this effort, through an inter-governmental agreement, Wexford County would contribute \$400 per week or \$20,800 annually with additional expenses calculated into that total. Wage and salary increased costs for Ms. Haley and this venture would come from the \$20,800 annual payment from Wexford County.

Questions arose with Commissioner David making an inquiry about the \$500 stipulated in the agreement presented before Commissioners and it was noted that Wexford County was willing to agree to \$400. She stated that it could be revisited after the first of the new year. Commissioner Lipovsky inquired about a need for additional employees in the department as a result of the personnel sharing and response was "no" and there not be unless at some time in the future there would be a determination that there is greater need. The goal would be to bring the part-time union employee on full time eventually or to bring in another part-time, at some time in the future.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Donald David to approve the two-year restructure plan of the Veteran's Office. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse, to approve an intergovernmental agreement with Wexford County for Veterans services at \$400.00 per week to Clare County. Motion carried.

Toni Prabucki, MDHHS spoke briefly again indicating to the Board that there was a vacant seat on the DHHS Board created by the resignation of Deb Hoyt. She recommended the appointment of Ilene Couchman.

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Karen Lipovsky, to appoint Ilene Couchman to the MDHHS Board for a three-year term with term to expire October 31, 2019 Motion carried.

**PHYSICAL RESOURCES and ECONOMIC DEVELOPMENT**

With the resignation of the Equalization Director, a discussion took place as to what next. Administrator Byard suggested that services could be contracted but cost for the service would be just above what was being paid to the previous director and if that were to happen, an employee within the office would be requesting a title change to Deputy Director, Mapping Clerk and would be asking for a \$6,000 pay increase. It was determined that an RFP would be done to see what interest there is in filling the vacancy.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse, to approve \$1,500.00 in additional travel expense in the Drain Commissioner line item with money to come from contingency. Motion carried.

Robert Townsend, candidate for the 97th House District appeared before the Board to discuss his credentials and bid for the 97<sup>th</sup> House of Representatives seat.

**FINANCE AND ADMINISTRATION**

It was moved by Commissioner Samantha Pitchford, seconded by Commissioner Dale Majewski, to approve the Statutory Finance Committee meeting minutes of May 24, 2016 in the amount of \$83,372.19 and June 7, 2016 in the amount of \$127,233.53. Motion carried.

It was moved by Commissioner Jim Gelios, seconded by Commissioner Samantha Pitchford to approve the expenditures for the month of May 2016 in the amount of \$5,393,728.80 with the General Fund expenditures totaling \$776,919.11. Motion carried.

It was moved by Commissioner Dale Majewski, seconded by Commissioner Karen Lipovsky, to approve budget adjustments 16-90, #16-91, #16-92, #16-93 and #16-95 in the amounts of \$120,750.00, \$60,000.00, \$2,220.08, \$370,680.00, \$112,000.24 and \$7,000.00 respectively. Motion carried.

It was moved by Commissioner Donald David, seconded by Commissioner Dale Majewski, to approve the grant submission to Region VII Area Agency on Aging in the amount of \$229,994.00. Motion carried.

**FINANCE AND ADMINISTRATION-cont.**

It was moved by Commissioner Samantha Pitchford, seconded by Commissioner Karen Lipovsky, to adopt Resolution #16-14 Imposing 2016 Summer Property Tax Levy pursuant to Public Act 357 of 2004 and Notice of Certification of County Allocated Tax Levy, with the Board Chair and Clerk to sign the L4029 and authorize the spread of tax rolls. Motion carried.

Roll call vote revealed:

Yeas: (7) being Commissioners Pitchford, Lipovsky, Kleinhardt, David, Majewski, Strouse and Gelios

Nays: (0)

Absent: (0)

Resolution adopted.

A lengthy discussion took place on a hiring freeze and other cost savings measures. MERS is not giving much assistance and the county is required to contribute to the unfunded value of the shortage.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Samantha Pitchford, to approve a complete hiring freeze for all full time employees in all county departments unless approved by the Board of Commissioners.

Roll call vote revealed:

Yeas: (5) being Commissioners Lipovsky, Majewski, Strouse, Kleinhardt, Pitchford

Nays: (2) being Commissioners David and Gelios

Absent: (0)

Motion carried

It was moved by Commissioner Donald David, seconded by Commissioner Leonard Strouse, to approve a complete hiring freeze for all part-time and temporary employees in all county departments unless approved by the Board of Commissioners.

Roll call vote revealed:

Yeas: (5) being Commissioners David, Strouse, Majewski, Pitchford and Gelios

Nays: (2) being Commissioners Kleinhardt and Lipovsky

Absent: (0)

Motion carried

**ADMINISTRATOR'S REPORT**

Administrator Byard referred to her written report and noted that she has been talking about key points of her report throughout the meeting.

**CLERK'S REPORT Juror Questionnaires**

Clerk Pamela Mayfield reported that just under 4000 Jury Questionnaires were sent out again this year and that the Jury Board has been meeting, short one member, as the resignation by Joe Groff has not yet been filled. Names have been submitted to the Judge for consideration and a recommendation will be coming for approval in the future.

**TREASURER'S REPORT**

Treasurer Jenny Beemer-Fritzingler distributed a report, "Revenue Trends, 2009 through 2016 and discussed the figures and impact to the county. She noted since 2012 she has been consistently putting in \$600,000 - \$700,000 from tax revenue to help balance the budget. She also noted that the debt schedule has almost doubled. In addition, she reported that the land sale date has been set and will be taking place August 22<sup>nd</sup> at the Doherty hotel with 107 parcels up for auction. Additionally, she will be holding the Annual Meeting with Treasurers at the end of June.

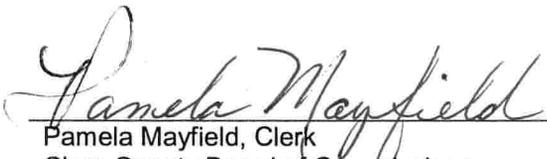
**COMMISSIONER REPORT and COMMENTS**

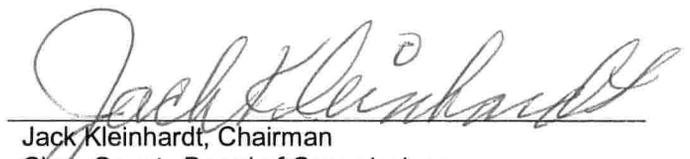
- C/Majewski indicated that a couple of townships have concerns with the resignation of the Equalization Director and an ability to get their information timely. Additionally he reminded everyone of the Neighborhood Watch Expo and car show in Lake George noting that money made benefits all of Clare County.
- C/Gelios reported that he and C/Strouse attended a Community Meeting at Northern Oaks
- C/Pitchford attended the Village of Farwell meeting and they voted for a Downtown Development Authority DDA, that the Farmer's Market had their opening and it was the biggest ever and they open every Saturday. She reported that they have received some grant money so they will proceed to put in a bathroom and heat it.
- C/David also attended most meetings with not much to report. There were constituent concerns about Amish not being in compliance with building rules and regulations. Lori Ware is looking into that.

**PUBLIC COMMENT - NONE**

**NEW BUSINESS - NONE**

Meeting adjourned at 12:08 p.m.

  
Pamela Mayfield, Clerk  
Clare County Board of Commissioners

  
Jack Kleinhardt, Chairman  
Clare County Board of Commissioners